

Minutes of ESD Safety Committee Meeting 25 July 2007

Attending: **Jil Geller, Seiji Nakagawa, Tim Kneafsey, Rob Connelly, Kryshna Aviña**

**1. Critical Items: NONE**

**Other Items:**

**2. Minutes approved.**

- 3. Earthquake Preparedness Reminder** —There was some glassware breakage as a result of the earthquake. In addition, there were many cabinet doors that had faulty latches that had items falling out of them. *Action item: Jil will send out a survey to see what occurred in different people's workspaces as a result of the earthquake. There will also be a separate reminder sent out to secure bottles, canisters, cylinders, etc. in labs. Jil will also send out a separate email to Richard Debusk regarding the effectiveness of securing office equipment with QuickStraps.*
- 4. Ergo for Field Work**—Ira Janowitz will lead a session on Ergonomics in Fieldwork. This will be precluded with a preliminary session with staff who are currently performing field work. All tasks must be thought through from a safety perspective, and assistance must be requested when needed. In addition, ergonomic safety in offices should always be considered. A suggestion of good candidates for a field ergonomic advocate would be Alex Morales, John Peterson, or Pat Dobson. Perhaps at the next Safety Committee Meeting Ernie Majer could sit in and discuss in full the Ergonomic Advocate Program for both field and office work. *Action item: ESD Safety Committee will discuss ergo advocate program when Ernie Majer can attend.*
- 5. Energy Savings**—Energy savings is currently not part of the ESD Safety Committee charter, but perhaps energy concerns should be part of ESD Safety Committee's focus. *Action item: Jil will follow-up w/ Ernie and Maryann to see if ESD Division Council agrees that energy conservation should be part of the focus of ESD Safety Committee.*
- 6. Lab Safety Review Committee Update**— A Job Hazard Analysis (JHA) will be required for employees by May 2008 requiring them to have face-to-face discussions with their supervisors on the hazards of their projects. There is a new requirement for electrical inspection for non-NRTL equipment being discussed. All must be inspected in 4 years. MESH review planned for ESD for 2008. ESD needs to pay attention to every line of the ISM. Jil will be revising ESD's ISM plan, and Seiji will review it. ESD needs to implement previously made plans.
- 7. New Projects**
- 8. Other**— JHQ should be retaken/modified by all staff in January to give people 6 months to obtain training. City of Berkeley inspection has not happened.